

## INDEPENDENT STUDY PROGRAMME

Providing an opportunity for independent guided study in a wide range of subjects, courses are available either by direct enrolment, or in programmes sponsored by organizations which award certificates or designations upon completion of their requirements. (See outlines on attached sheet).

The individual courses listed at the right are available at a fee of \$80.00, except where noted. This fee includes course notes and study guides, tuition, and a supervised examination. (Examination centres are established wherever required throughout Canada and abroad.)

Textbooks are not included in the fee, and may be purchased locally or ordered by mail from the University of Toronto Textbook Store, which will invoice upon shipment.

To enrol, or to obtain individual course descriptions, please write to:

Independent Study Programme  
Division of University Extension  
119 St. George Street  
Toronto, Canada M5S 1A9

Telephones: (416) 928-2412, 2413

N.B. These courses do not lead to credit at the University of Toronto.

Accounting  
Administration  
Business Organization  
Business Policy  
Business Statistics  
Calculus (Math II)  
Canada (Geography)  
Canadian Government  
Commercial Law  
Communications  
Company Law  
Computer Assisted Design  
Computer Programming (\$135.00)  
Control Systems  
Credit Management  
Differential Equations (Math III)  
Economics  
Economic Geography  
English Composition  
English Literature  
Finance  
Financial Statement Analysis  
History & Philosophy of Education  
Human Relations  
International Economics  
Labour Economics  
Linear Algebra (Math IV)  
Linear Programming  
Management Accounting  
Managerial Economics  
Marketing  
Mathematics for Management  
Modern Political Ideas  
Money and Banking  
Numerical Analysis  
Operations Research Methods  
Organizational Behaviour  
Probability and Statistics  
Psychology  
Public Administration in Canada  
Quebec Civil Code  
School Finance and Accounting  
School Legislation  
Social Psychology  
Taxation  
Transportation Economics  
Transportation Law  
Valuation Principles I  
Vibration Analysis

UNIVERSITY OF TORONTO

DIVISION OF UNIVERSITY EXTENSION



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DIVISION OF UNIVERSITY EXTENSION - INDEPENDENT STUDY PROGRAMME - SPONSORED PROGRAMMES

ASSOCIATION OF ADMINISTRATIVE ASSISTANTS  
Box 976, Station "A", Toronto, Ontario,  
Canada. M5W 1G5

CANADIAN CREDIT INSTITUTE  
P.O. Box 532, Station "F", Toronto,  
Ontario, Canada. M4Y 2N1.

First Year: ENGLISH COMPOSITION; PSYCHOLOGY; (compulsory)  
Second Year: ENGLISH LITERATURE (compulsory) and one optional subject.  
Third Year: Two optional subjects. (optional subjects: ACCOUNTING;  
ADMINISTRATION; COMMERCIAL LAW; ECONOMIC GEOGRAPHY; ECONOMICS; HUMAN RELATIONS.)

First Year: ACCOUNTING; LAW. Second Year: ECONOMICS; CREDIT MANAGEMENT.  
Third Year: (Effective 1974/75) Compulsory: One of the following specialized  
Credit Management courses: CONSUMER CREDIT MANAGEMENT; MERCANTILE CREDIT  
MANAGEMENT; CONSTRUCTION CREDIT MANAGEMENT; and one of the following:  
MARKETING; ADMINISTRATION; or another "specialized" Credit Management course  
as listed above.

CANADIAN INSTITUTE OF TRAFFIC AND  
TRANSPORTATION  
Suite 2011, 44 Victoria Street,  
Toronto, Ontario Canada. M5C 1Y2.

Compulsory: ENGLISH COMPOSITION; INTRODUCTORY ECONOMICS; COMMERCIAL LAW;  
TRANSPORTATION ECONOMICS; TRANSPORTATION LAW; and one of: ACCOUNTING;  
BUSINESS ORGANIZATION; CANADIAN GEOGRAPHY; HUMAN RELATIONS; INTERNATIONAL  
ECONOMICS; MANAGERIAL ECONOMICS; MARKETING; MATHEMATICS FOR MANAGEMENT;  
BUSINESS STATISTICS; ORGANIZATIONAL BEHAVIOR.

THE INSTITUTE OF CHARTERED SECRETARIES  
AND ADMINISTRATORS  
Suite 203 - 129 Adelaide Street West,  
Toronto, Ontario, Canada. M5H 1R7.

PRINCIPLES OF ACCOUNTING; PRINCIPLES OF ECONOMICS; PRINCIPLES OF LAW;  
MANAGEMENT OF HUMAN RESOURCES; MANAGERIAL ECONOMICS; MANAGEMENT ACCOUNTING;  
FINANCE; BUSINESS STATISTICS; COMPANY LAW; TAXATION; (Four year course;  
instruction in remaining courses provided through Institute.)

THE CHEMICAL INSTITUTE OF CANADA  
151 Slater Street, Ottawa, Ontario,  
Canada, K1P 5H3

Any course on general list may be taken.

THE CANADIAN ASSOCIATION OF BUSINESS  
VALUATORS  
P.O. Box 5097, Postal Station "A"  
Toronto, Ontario, Canada. M5W 1N4.

First Year: VALUATION PRINCIPLES I; FINANCIAL STATEMENT ANALYSIS;  
Second Year: VALUATION PRINCIPLES II; THE LAW AND VALUATION;  
Third Year: STATUTES AND CASES ON BUSINESS VALUATION; VALUATION PRACTICE.

THE ENGINEERING INSTITUTE OF CANADA  
Students may enrol directly through  
the Independent Study Programme  
Division of University Extension  
119 St. George Street  
Toronto, Ontario, Canada. M5S 1A9.

Any course on general list may be taken.

INSTITUTE OF CANADIAN BANKERS

Independent Study Programme  
Suite 3920, Place Victoria,  
Montreal 115, P.Q., Canada

Entry courses: FUNDAMENTALS OF ACCOUNTING; INTRODUCTION TO MANAGEMENT;  
AICB: COMMUNICATIONS; ECONOMICS; (FINANCIAL) ACCOUNTING; one option.  
FICB: MARKETING; 2 options; BUSINESS POLICY.  
Options: FINANCE; MANAGEMENT ACCOUNTING; TAXATION; ORGANIZATIONAL BEHAVIOUR;  
MONEY AND BANKING; INTERNATIONAL ECONOMICS; COMMERCIAL LAW; BUSINESS STATISTICS.

ONTARIO ASSOCIATION OF SCHOOL BUSINESS  
OFFICIALS  
Suite S904, 252 Bloor Street West,  
Toronto, Ontario, Canada, M5S 1V5.

THE NATIONAL ASSOCIATION OF CANADIAN  
CREDIT UNIONS  
Box 800, Station "U", Toronto, Ontario,  
Canada, M8Z 5R2

Basic subjects include: ACCOUNTING; ADMINISTRATION; COMMUNICATIONS; ECONOMICS;  
MARKETING; BUSINESS POLICY.  
Optional subjects include: FINANCE; MANAGEMENT ACCOUNTING; TAXATION;  
ORGANIZATIONAL BEHAVIOR; MONEY AND BANKING; INTERNATIONAL ECONOMICS;  
COMMERCIAL LAW; BUSINESS STATISTICS.

THE CANADIAN INSTITUTE OF CUSTOM  
HOUSE BROKERS  
75 MacNab Street South,  
Hamilton, Ontario, Canada, L8P 3C1

First Year: COMMUNICATIONS; ACCOUNTING;  
Second Year: ORGANIZATIONAL BEHAVIOR; ECONOMICS;  
Third Year: INTERNATIONAL ECONOMICS.